



Westhampnett Parish Council

Serving the villages of Westhampnett, Maudlin & Westerton

I hereby give notice that the meeting of Westhampnett Parish Council is to be held on Monday 11th September 2023 and will take place in Westhampnett Community Hall commencing at 7.00pm

All members of Westhampnett Parish Council are hereby summoned to attend.

Please note that this is a meeting held in public and not a public meeting.

Signed: Louisa Hill - Parish Clerk

Date: 04/09/2023

AGENDA

62/23 Public Session.

The public session which, at the Chairman's discretion may last up to 15 minutes, is to enable members of the public to ask questions of and make comment to the Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next appropriate Parish Council meeting. Members of the public are asked to restrict their comments and/or questions to three minutes.

63/23 Apologies for absence.

To resolve to accept apologies for absence. Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting as, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

64/23 Declarations of interest

To receive declarations of interest on any items on the agenda.

65/23 Minutes.

To resolve to approve the Minutes of the Parish Council meeting held on 10th July 2023.

66/23 External reports on matters affecting the Parish

To receive reports from District and County Councillors, Rolls-Royce. PCSO to speak.

67/23 Planning Report- ALL

- To discuss/note any comments made on the planning report circulated to Councillors.
- To agree the fee for Planning Consultant James Iles

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68/23 Rolls-Royce Planning Application - WH/23/01855/FULEIA- ALL

To discuss next steps and initial thoughts on Parish Council response.

69/23 Pump House Field Meeting- WH

To discuss meeting arrangements.

70/23 Madgwick Park Update- DP

To receive an update on Madgwick Park.

71/23 Madgwick Lane Speed Indicator- DP

To agree the cost for the speed indicator for Madgwick Lane

72/23 External meetings- ALL

To receive reports on any external meetings attended by Councillors consider any recommendations made.

- Transit Site Meeting (Cllr S Burborough)

73/23 Community Hall Updates- TA

To receive a general update on Community Hall Matters.

- Cllr T Ashcroft – Community Hall Committee Chair/ Cllr S Hannafin

74/23 Clerks Report/Admin update – Clerk

To receive an update on General Correspondence (if any) and ongoing tasks (Task list circulated before meeting)

75/23 Accounting/Finance System RIALTAS - ALL

To agree for the Clerk to accept the quote for Rialtas accounting system.

76/23 Volunteers – DP/ALL

- To agree/approve the cost for new equipment for the volunteers
- To discuss volunteer building

77/23 Policy Adoption and/or review- ALL

To consider any policies presented for adoption or review.

- Code of Conduct
- Councillor/Officer Protocol
- Email and Internet Policy
- Recording of meetings policy
- Statement of internal Control
- Co option Policy
- Complaints Policy
- FOI Policy
- Information security Incident Policy

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- Lone working Policy
- Media & Communications Policy
- Grants/Donations Policy

78/23 Finance- ALL

- To approve accounts/Bank reconciliation up until the end of August
- To approve the cost for the bus stop notice boards and leaflets boxes
- To approve the renewal fee for the Parish Councils Insurance
- To approve/agree for the Clerk to be enrolled into Local Government Pension

79/23 Parish Newsletter – GH/HB

Update on communication with parishioners including social media channels, community WhatsApp groups and other means of engagement

80/23 Items for noting or referral to a future meeting- ALL

81/23 Close Meeting.